

Jim Doyle
Governor

Helene Nelson
Secretary



Department of Health and Family Services

DIVISION OF CHILDREN AND FAMILY SERVICES

1 WEST WILSON STREET
P O BOX 8916
MADISON WI 53708-8916

Telephone: 608-267-3905
FAX: 608-266-6836
dhfs.wisconsin.gov

**Program Enhancement Plan (PEP)
Child Welfare Case Process Committee
Meeting Notes
January 26, 2005**

1. Welcome and Introductions - Reggie Bicha and Connie Klick

Reggie welcomed participants and explained the goal of the committee is to assist in shaping the Child Welfare policies, procedures, practices and services in order to complete the action steps in the Wisconsin Program Enhancement Plan (PEP).

2. Overview of the Child and Family Services Review (CFSR) and PEP Process - Mark Campbell

Mark gave a brief history of the CFSR process and the development of the PEP. The committee structure includes the following: Child Welfare Case Process, Out-of-Home Care, Adoption Services and Continuous Quality Improvement. The existing Training Council will be used as the Training Committee and the Tribal Child Welfare Committee will handle the Indian Child Welfare Act (ICWA) related issues.

There is a PEP website bulletin board where each committee will have a page with information, minutes, etc. as a means of keeping communication current.

3. Overview of the Child Welfare Case Process - Reggie Bicha

It was suggested, the policies be divided into specific areas of the Child Protective Services (CPS) case process with Bureau of Program and Policies staff on each committee.

4. Scope of CPS - Mark Campbell

The idea of defining who we are going to serve in CPS is very important to the PEP process because it defines the pool of cases the federal government will be selecting from for the review.

5. Access Standard - Amy Smith and Sue Sleezer

The draft of the Access Standard were distributed and discussed. The access standards are to give clarity around screening and urgency decisions. There was discussion on how to handle incidents where a child lives in two different counties. There were two possible ways to handle the situation in the draft. The Access Standard group has been working since this summer. The Access/Initial Assessment Group will meet with the group that has been developing the standards on February 10 & 11 at the Woodfield Suites from 10:00am – 4:00pm on Thursday and 9:00am – 3:00pm on Friday.